Project Plan Export Report
2009 ARRA - Wisconsin - SEA
PR Award #: R384A100015

Project Plan Version: Current

Effective Date: 5/8/2013

Code	Outcomes and Subtasks	Status	Start Date	End Date	Assignee	Comments
1	**Sub grants to postsecondary partners to implement systems upgrades and data alignments necessary for interoperability across the PK-16 data system**	Operational	7/1/2010	11/15/2011		
1.1	Define sub grantee assurances and project deliverables. Define grant application and payment process.	Operational	7/1/2010	9/30/2010		2/16/2011 - - Completed the sub grantee process in September. Work has begun at the partner institutions to define work, put together a team and build out their infrastructure .
1.2	Sign grant agreement and provide sub grant to University of Wisconsin System for implementation of PK-16 data system functionalities	Operational	7/1/2010	11/15/2010		1/3/2013 - Kurt Kiefer - Working to finalize last payment amount which will be less than originally anticipated 2/16/2011 - - Completed 11/15/2010
1.3	Sign grant agreement and provide sub grant to Wisconsin Technical College System for implementation of PK-16 data system functionalities	Operational	7/1/2010	11/15/2010		2/16/2011 - - Completed 11/15/2010
1.4	Sign grant agreement and provide sub grant to Wisconsin Association of Independent Colleges and Universities for implementation of PK-16 data system functionalities	Operational	7/1/2010	11/15/2010		10/31/2012 - Jayson Chung - WAICU has received commitments from specific institutions to participate in a pilot, state level data system for independent colleges and universities. 2/16/2011 - - Completed 11/15/2010
2	**Defining common data elements and standards with higher education**	In Progress	7/1/2010	6/28/2013		
2.1	Hire necessary project resources	Operational	8/18/2010	12/20/2010		2/16/2011 - - Lost necessary project resources in November. Work delayed while we tried to refill analyst position. New resource joins the team December 20, 2010

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2.2	Finalize common data standards and elements.	Operational	7/1/2010	12/31/2012		10/31/2012 - Jayson Chung - WAICU has mapped the data elements in its brand new data system to CEDS v2. 10/31/2012 - Jayson Chung - See Task 3.3 for an update on the policy work group mentioned in previous comments. 6/21/2012 - - Responses to DPI's invitation for partners to join a new data policy work group have been received, and the first meeting of this group is being scheduled. 5/22/2012 - - UW System has mapped, to the extent practicable, its data elements to CEDS v2. It has documented its map in an Excel file. Where there was not exact correspondence between its data element and the CEDS definition, it has provided an algorithm for converting its element to the CEDS equivalent. The DPI has confirmed with Versifit that Versifit has aligned Edvantage, the data model that the DPI has adopted for its WISEdash business intelligence data warehouse, with CEDS. That means that as DPI loads data into the WISEdash data warehouse, CEDS alignment will automatically occur. 5/1/2012 - - Higher ed partners have committed to mapping enrollment and course work data elements needed to answer the questions posed by the SFSF reporting requirements to CEDS v2. Partners are encouraged to continue mapping additional data elements. More certainty regarding processes and conditions that would govern further exchange of data for research and analysis is needed to enable further discussion of common data elements to proceed. DPI will convene a policy work group comprised of representatives of all partners for this purpose. New end date reflects this development. 7/6/2011 - - Work continues to align data elements. Team is working to leverage the efforts of national standards groups and define standard transaction sets. 5/4/2011 - - In addition to data required for WSN matching, work is ongoing in identifying core subject areas of data and data elements for exchange. Initial focus has been on identifying areas needed for SFSF reporting including Student, demographics K12 enrollment, Post Secondary (PS) enrollment, and PS coursework. 2/16/2011 - - Work began in October 2010. Started late due to the delay in hiring necessary resources. New completion date needs to be determined.

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2.3	Develop a core list of data elements necessary for useful and expedient matching of pupil records	Operational	7/1/2010	3/1/2011		5/4/2011 - - Data elements needed and available from PS partners to send to DPI for matching to WSN have been deffined and agreed upon. Completed 2/15/2011
2.4	Individually assess the necessity and feasibility of adding any new, relevant data elements to enable data matching	In Progress	7/1/2010	6/28/2013		1/4/2013 - Jayson Chung - During this last period, WAICU continued to hold workshops with its members to review and further develop its new data dictionary and data reporting specifications. 10/31/2012 - Jayson Chung - During the last several months, WAICU, as part of creating a brand new state level data system, has been developing a data dictionary and data collection procedures in conjunction with its members. 5/1/2012 - - WTCS and UWS have necessary data elements in place. WAICU will identify pilot, independent colleges to work through this step in the coming months. 11/2/2011 - - Modifications to the UWS collections, necessary to support student matching algorithms and exchange WSN, have been implemented and new attributes will flow from member institutions into the UWS data warehouse in the fall of 2012. Work defining the participation by WAICU member institutions is underway. Based on a shared definition of requirements, privacy and participation, WAICU plans to begin construction early in 2012. 7/6/2011 - - P20 partners are working to expand their individual data stores in order to meet project objectives. All participants for example are working to store WSN (student number) and full birth date to enable data exchange.
2.5	Identify current data standards for each data element under consideration for each partner organization	Operational	7/1/2010	4/1/2012		5/1/2012 - - Partners have agreed to use CEDS v2, to the extent practicable, as the data standard for all common data elements. 5/4/2011 - - Partners have begun determining sources for data elements relating to subject areas mentioned in item 2.2 above.
2.6	Define the strategy that will enable the flow of WSN from K12 into higher education, including the policies to protect student confidentiality (common identifier)	Operational	7/1/2010	5/30/2011		7/6/2011 - - Two part strategy has been developed. 1) to add the WSN to the hight school transcript including the eTranscript to enable long-term flow of WSN. 2) DPI developed a web service (computer program), to enable the P20 partners to find the WSN of 1 or more students in a real-time lookup. This will be used to find the matching WSN for students already graduated or fill holes in the WSN. 2/16/2011 - - In May of 2010 it was decided that the unique identifier for WI would be WSN (Wisconsin Student Number) which is assigned today by DPI to all k12 students. The key now is to enable a flow from K12 into IHE. New completion date is March 2011.

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2.7	Sign an interagency agreement (MOU) establishing the common data elements, standards and student identifier (WSN)	Operational	7/1/2010	1/31/2012		3/6/2012 - - Agreements have been signed with WAICU enabling work to proceed. 1/4/2012 - - Agreements have been signed with UW System enabling work to proceed. 8/31/2011 - - Memorandum of Understanding (MOU) have been signed by DPI and the Wisconsin Technical College System (WTCS), including a definition of data sets required to meet federal reporting requirements, that will enable the exchange of necessary data in September. This exchange is intended to leverage the Wisconsin Student Number (WSN) to protect the identity of the student. Technical College data will be merged with National Student Clearinghouse data in the DPI data warehouse to satisfy the reporting requirements of the State Fiscal Stabilization Fund (SFSF). 5/4/2011 - - Data sharing agreements for initial testing of WSN matching/assignment and for testing data exchange have been drafted. These agreements will be the basis for permanent WSN assignment agreements and a template for agreements for specific student data exchanges.
3	**Creating an interoperable data exchange for research and reporting with higher education**	In Progress	1/1/2011	6/28/2013		1/4/2012 - - Work completed with the Wisconsin Technical College System will be leveraged to bring UW System on board. UWS now has the data elements necessary to locate a student in the DPI data warehouse and select the appropriate Wisconsin Student Number. In addition the UWS data warehouse data sets have the ability to maintain this number and use it going forward.

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3.1	Implement WSN (Wisconsin Student Number) within IHE systems, including ability to flow WSN from DPI to IHE systems..	In Progress	1/1/2011	6/28/2013		9/5/2012 - Jayson Chung - WAICU is building a pilot data system using student information from selected independent colleges and is preparing to call DPI's WSN web service to pull WSN's into its test system. DPI is working with WAICU on specifications for matching data elements in the test data system. 6/1/2012 - - UWS began testing data exchange through DPI's WSN web service in April. Technical issues were resolved and testing completed in May. UWS is now using the web service to retrieve WSNs and loading them into its production data base. 5/1/2012 - - WAICU will identify pilot, independent colleges to work through this step in the coming months. 3/6/2012 - - WAICU has begun building the infrastructure for the WSN assignment and has made calls to our web service (in test with test data). 1/4/2012 - - UWS now has the data elements necessary to locate a student in the DPI data warehouse and select the appropriate Wisconsin Student Number. In addition the UWS data warehouse now has the ability to maintain this number and use it going forward. 11/2/2011 - - Work will begin with University of Wisconsin Systems (4 year public colleges) in November. This work will leverage the MOU and technical work completed earlier with WTCS. This exchange is intended to leverage the Wisconsin Student Number (WSN) to protect the identity of the student. Wisconsin Association of Independent Collleges and Universities will follow UWS in mid 2012. 10/31/2011 - - WTCS is now making nightly calls to the WSN web service to retrieve WSNs for new WTCS student records. 8/31/2011 - - A web service used to locate the Wisconsin Student Number in a real-time manner was implemented in production late in August. This internet based functionality enables the P20 IHE Partners to capture the WSN for historic data sets thus enabling and exchange of data for students (past students) likely to have more complete education records. WTCS tested the web service in July using dummy data and in August tested the service with DPI using large batches of real data. 8/31/2011 - - Memorandum of Understanding (MOU) have been signed by DPI and the Wisconsin Technical College System (WTCS), including a definition of data sets required to meet federal reporting requirements, that will enable the exchange of necessary data in September. This exchange is intended to leverage the Wisconsin Student Number (WSN) to protect the identity of the student.

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						Technical College data will be merged with National Student Clearinghouse data in the DPI data warehouse to satisfy the reporting requirements of the State Fiscal Stabilization Fund (SFSF). 7/6/2011 - - Testing of web service for WSN assignment will be tested by WTCS this month. 5/4/2011 - - Post Secondary partners are beginning to implement WSN in their college/university system data stores and are working with their individual colleges/universities/campuses to prepare their systems to accommodate WSN
3.2	Develop a system for secure file exchange	Operational	7/1/2011	12/31/2012		11/2/2011 - - Web service technology is in place enabling a secure exchange of the Wisconsin Student Number. Secure File Transfer Protocol (FTP) technology is in place enabling an exchange of data files. 5/4/2011 - - Initial discussions have begun with discussions focusing on performing file exchange using secure FTP and XML data files. Details of the technical implementation and documentation of a standard request and response procedures will be identified during intial test exchanges. Assignment of the WSN will use web services hosted by DPI. The Web services strategy is central to the Wisconsin design.

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3.3	Develop ad hoc extract and exchange capabilities	In Progress	7/1/2011	6/28/2013		5/1/2013 - Jayson Chung - DPI and UWS exchanged several more rounds of proposals and comments on an XML data response schema for UWS's use in responding to data requests. There remain two issues to resolve; one concerns how to organize data by time period within the schema, which reflects the nature of the challenge of operationalizing the CEDS data model. In the meantime, an XML schema for data requests to UWS has been worked out and is ready for use. As soon as the last issues concerning the response schema are resolved, the end-to-end test exchange between DPI and UWS can begin. 3/3/2013 - Jayson Chung - UWS and DPI have been working on an XML schema covering all CEDS postsecondary data elements that could be used for the bulk of foreseeable data exchange requests for UWS data. In effect, this is our first attempt to operationalize the CEDS logical data model, and it has led to unexpected but interesting discussions on what data exchanges that are far more extensive than the narrow focus of the text exchange we conducted with WTCS and will also conduct with UWS would look like. As part of our schema development work, we have talked with CEDS staff and examined CEDS version 3 to get a fuller understanding of the CEDS data model. We should be finished with the schema fairly soon and then will conduct the test DPI-UWS data exchange. 1/4/2013 - Jayson Chung - Although the partners had decided earlier not to adopt a standard data file format, DPI and UWS are working together to specify an XML file format to use for their planned end-to-end test exchange. This would be based on the CEDS model but requires further elaboration beyond the CEDS model. 10/31/2012 - Jayson Chung - The Policy and Procedure Work Group met twice, on September 17th and October 26th. During the September meeting, agreement was reached on the responsibilities of the work group, its role relative to executive level decision makers for the partner agencies, and the priority of tasks to be taken up by the group. During the October meeting, the group discussed a possible structure for an ongoing data governance group to manage the SLDS on an ongoing basis after the ARRA grant ends. This discussion will continue at the November meeting. (Because the work group has decided to target a long term interagency agreement as its goal, all further updates on this group will be entered under Task 3.4, "Create interagency agreements allowing for data exchanges for research and reporting purposes." 9/5/2012 - Jayson Chung - The first meeting of the

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						data policies and procedures work group will take place on September 17, 2012. Jayson Chung is meeting individually with agency representatives on the work group who are new to the APSI project or unfamiliar with its current status to provide background information prior to the group meeting. 6/21/2012 - - Responses to DPI's invitation for partners to join a new data policy work group have been received, and the first meeting of this group is being scheduled. 6/1/2012 - - Partners discussed whether there was a need to decide on a standard format, specificallyXML per the CEDS model, for a responding agency to use in reporting data back to a requesting agency. After discussing pros and cons, partners decided that no standard was needed at this time. Parties to a data exchange can decide on a case by case basis. 5/1/2012 - - More certainty regarding processes and conditions that would govern further exchange of data for research and analysis is needed to facilitate further discussion. DPI will convene a policy work group comprised of representatives of all partners for this purpose. 4/1/2012 - - WTCS and DPI successfully completed a 'real' data exchange that also served as an end-to-end test of the desired ad hoc data exchange capabilities. The exchange involved retrieving WTCS enrollment and course work information for a cohort of high school graduates to fulfill SFSF data capacity requirements. 3/6/2012 - - Defining/building the infrastructure to facilitate data exchange based on the WSN is in progress. We have done that at a rudimentary level with WTCS. The exchange was based on CEDS. 8/31/2011 - - A test plan for a data exchange between DPI and WTCS with a reporting objective has been developed.

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3.4	Create interagency agreements allowing for data exchanges for research and reporting purposes	In Progress	6/1/2011	6/28/2013		5/1/2013 - Jayson Chung - A matter of interest to the grant project is a provision in the Governor's biennial budget proposal that would require the Department of Children and Families and the Department of Workforce Development to be added to the education LDS interagency agreement under which DPI, UWS, WTCS, and WAICU are conducting their ARRA funded work. We anticipate that this provision will be part of the budget legislation that is passed and are initiating discussions with the two additional agencies. 5/1/2013 - Jayson Chung - The Policy and Procedure work group completed work on drafts of a new interagency compact that would authorize a long term LDS oversight/governance structure and began the process of vetting the final draft with legal counsel and executive offices at each agency. Early feedback from this vetting process led us to conclude that seeking to have a new compact signed would be more difficult than we expected, and we decided to shelve the idea of a new compact for the time being. Instead, the partner agencies agreed to formalize the proposed oversight/governance structure as an operational agreement. 5/1/2013 - Jayson Chung - The Policy and Procedure Work Group approved an interim draft of a data request or research application to be used by the future SLDS Oversight Group for reviewing LDS data requests from external researchers. This concludes the work of the subgroup that was formed to create the application. The interim draft will be taken up by the Oversight Group at a later date. 5/1/2013 - Jayson Chung - The Policy and Procedure Work Group recommended that use of the P20 SLDS, which will begin in the 2013-14 fiscal year, should be limited to studies by or on behalf of the partner agencies, individually or collectively, as opposed to data requests from external or independent researchers. The partners agree that we need to accumulate experience using the SLDS ourselves before we are equipped to accommodate external requests. The Oversight Group will be responsible for reviewing partners' "user experience" tapping the SLDS and deciding when to open the SLDS to external requests. 3/3/2013 - Jayson Chung - A draft of an interagency compact to continue the P20 SLDS collaboration after the grant end date has been drafted and circulated to partner agencies for review. 3/3/2013 - Jayson Chung - The Policy and Procedure work group made small changes to the data request decision making process it first reviewed in December. A subgroup of the work group met to discuss an SLDS research application that would

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						become part of the data request decision making process. The subgroup has developed a draft application, which it will continue to discuss and refine. 3/3/2013 - Jayson Chung - The Policy and Procedure work group held an initial discussion regarding creating a research agenda to guide use of the P20 SLDS. This discussion will continue. 1/4/2013 - Jayson Chung - The data sharing agreement between DPI and UWS for an end-to-end test data exchange was completed and signed in December. 1/4/2013 - Jayson Chung - The Policy and Procedure Work Group agreed to draft and implement a long term SLDS interagency compact as its chief work product. It decided on a basic structure for ongoing P20 SLDS oversight, a single tier oversight group of high level policy officials from the four agencies represented in this grant project. The group approved a list of P20 SLDS oversight group responsibilities and a voting rule for approving future SLDS data requests, and it created a chart mapping a decision making process for further review and discussion. 10/31/2012 - Jayson Chung - A draft data sharing MOU between DPI and UWS allowing an end-to-end test data exchange has been reviewed and approved by UWS and is now under review by DPI. A final document ready for signatures will be prepared during the next couple of weeks. 9/5/2012 - Jayson Chung - DPI is working with UWS to complete a data sharing agreement similar to the one completed with WTCS a year ago to enable an end-to-end test data exchange focusing on high school graduates requiring remedial course work upon enrolling in postsecondary education. 8/31/2011 - - MOU has been signed by DPI and the Wisconsin Technical College System (WTCS), including a definition of data sets required to meet federal reporting requirements, that will enable the exchange of necessary data in September. This exchange is intended to leverage the Wisconsin Student Number (WSN) to protect the identity of the student. 7/6/2011 - - Draft data sharing agreement with WTCS has been finalized in anticipation of July testing of data exchange.

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4	**TEPDL (Teacher Education, Professional Development and Licensing) Educator Licensing Online (ELO) Project Phase I - Requirements Analysis, Requirements Documentation; Assemble project team; Procure a solution**	Operational	7/1/2010	7/31/2012		11/6/2012 - Cindi Sin-Morner - Changed the sttatus from In Progress to Operational since this deliverable is complete. 9/5/2012 - Cindi Sin-Morner - Procurement was approved and we're close to signing the contract with Iron Data, vendor. Anticipate signing the contract and start implementation this month (September). 6/25/2012 - - Updated the project plan in GRADS which reflects how the project is laid out into Phase I, II and III; plan approved by USDE 5/2/2012 - - Requirements deliverables for Phase I are complete; however, procurement is still underway so Phase I will not be closed until procurement is complete. Tentative date to finalize procurment is June 2012; however, much of the timeline is dependent on another state agency (Department of Administration) to make the decision on procurement. The project team has started working on tasks in Phase II project plan as we wait for procurement decision. 3/6/2012 - - Phase I (Requirements and Procurement) will be wrapping up at the end of March 2012. The requirements and workflow deliverables have gone through several iterations since the last update and the project team is in the process of finalizing these deliverables. 11/2/2011 - - Requirements and workflow definitions are complete. A decision has been made to pursue the software currently being used by Pennsylvania and talks have begun to develop a mutually beneficial relationship with this state and secure this software. 8/31/2011 - - Business requirements have been completed, includig sign off by the management team. These requirements were used in the evaluation of other state systems to determine if they might meet the needs of Wisconsin. Two particular states surfaced as most likely to meet a significant portion of WI needs including: Indiana and Pennsilvania. Efforts are underway to estimate the cost of these 2 solutions, including enhancement and implementation costs, with a final decision made on how best to proceed expected in September. 5/4/2011 - - Work is underway to capture and document business requirements for the Wisconsin TEPDL team. Documentation for current processes will be completed in May. Definition of future processes will begin late in May. DPI is working to add a 2nd business analyst to the team in an attempt to complete this work ASAP and proceed to the purchasing process.

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4.1	Define responsibilities, recruit and hire project leader and project team	Operational	7/1/2010	1/10/2011		5/2/2012 - - In process of recruiting additional staff to prepare for implementation. 3/6/2012 - - Planning for implementation includes identifying staffing needs. Additional staff needs are being proposed to the project steering committee this month for approval. 5/4/2011 - - DPI is working to add a 2nd Business Analyst to the team in an attempt to complete requirements definition and proceed to purchasing ASAP. 2/28/2011 - - Contract resource left in February. New project leader starts 02/23/11. Project "Conceptualization" is complete and Project Charter has been signed. Kickoff meeting is scheduled for 03/04/11. 2/16/2011 - - A contract project lead will join the team 01/10/11. In addition a business systems analyst has also been recruited in an attempt to jump start this effort.
4.2	Conduct an inventory of TEPDL data collections and architecture; Document current business process	Operational	1/31/2011	5/31/2011		5/2/2012 - - This is complete. We have documentation of existing data systems that currently support licensure process.
4.3	Conduct requirements gathering sessions with all stakeholders and document all requirements including unique teacher identifier	Operational	3/1/2011	4/27/2012		5/2/2012 - - The concept of how to address a unique teacher identifier is complete. Discussions are underway to define detail requirments to support the proposed approach. We need vendor input to finalize the requriements. This work is considered part of Phase II and not Phase I. 3/6/2012 - - The requirements to functionalize a unique teacher identifier (which is called WEN, Wisconsin Educator Number) will be defined during implementation of Phase II. 7/6/2011 - - Requirements elicitation is complete. With these requirements as input, the team has identified 2 other states building new licensing systems likely to meet Wisconsin's needs. A 2nd trip is planned to each state in July 2011 to confirm the match. Options to secure the software will be explored furhter once a best fit has been identified. 5/4/2011 - - Work is underway to capture and document business requirements for the Wisconsin TEPDL team. Documentation for current processes will be completed in May. Definition of future processes will begin late in May.

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4.4	Create a project plan that includes implementation phases, timeline, and project resources	Operational	1/10/2011	3/30/2012		5/2/2012 - - Project Charter for Phase II has been approved by the project steering committee; a draft project plan is complete. We need to wait for vendor input to finalize the implementation plan. Current plan is to host the solution with the vendor so hardware and software acquisition will be done by the vendor for hosting. 3/6/2012 - - The implementation of the solution is planned out in multiple phases - Phases II, III and IV. The current phase, Phase I, is wrapping up by end of the month. Phase I scope and deliverables are requirements and procurement. 8/31/2011 - - The implementation plan is dependent of finalizing the strategy to proceed. It is assumed at this point one of the 2 possible systems identified earlier will provide a starting point for implimentation however these 2 systems are very different. In addition, should negotiations with a state or one of the software vendors fall through, Wisconsin will be required to proceed down the traditional RFP and software development path.

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4.5	Analyze avaliable solutions and Procure a solution to meet business requirements	Operational	2/14/2011	7/31/2012		10/30/2012 - Cindi Sin-Morner - Signed contract with Iron Data, vendor, at the end of September. Implementation work is underway. 9/5/2012 - Cindi Sin-Morner - WI Dept of Administration (DOA) recommended a governor's waiver to pursue the Iron Data Versa software. DPI worked on the waiver and DOA submitted the waiver to the governor's office at the end of July. The waiver was approved in early August. The project team has been working with the DPI procurement office to finalize the statement of work (SOW) and contract terms and conditions. As of today's update, we are in the final revisions of both documents. We are optimistice that a contract will be signed in the next week or two so we can start implementation immediately after the contract. 6/25/2012 - - WI Dept of Administration (DOA) did not approve the request to use NC's RFP via cooperative agreement due to some restrictions written in their RFP; currently DOA is discussing a possible option to use Minnesota's contracts that allows other entities and other states to buy the vendor software that WI is seeking; we are waiting on DOA's guidance on what the next steps are and anticpating that procurement will take longer than orginal plan of June 2012 5/2/2012 - - We are planning around the June timeline to have a decision from DOA. 3/6/2012 - - The RFP will not be created. In the process of procuring a solution using a cooperative agreement approach; An off the shelf solution by vendor, Iron Data, was selected and the project is in the process of getting the procurement approved by DOA (Dept of Administration). The procurement approach is cooperative agreement which is leveraging the state of North Carolina's RFP process to procure the vendor solution. 1/4/2012 - - Efforts to finalize an agreement with Pennsylvania have been unsuccessful. This project delay has caused the Wisconsin team to consider other options including the systems used at other states and off-the-shelf solutions. Though the Pennsylvania system remains an option a decision on how to proceed will be made in January. 11/2/2011 - - Requirements and workflow definitions are complete. A decision has been made to pursue the software currently being used by Pennsylvania and talks have begun to develop a mutually beneficial relationship with this state and secure this software. 8/31/2011 - - Business and technical requirements are complete, however the development of an RFP is on hold pending the final outcome of the analysis and costing of systems currently being used in Indiana

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						and Pennsylvania.
5	**TEPDL (Teacher Education, Professional Development and Licensing) Educator Licensing Online (ELO) Project Phase II - Build the web based, online educator licensing system**	In Progress	4/1/2012	6/30/2013		4/8/2013 - Mark Weerda - Progress continues, but has been slower than planned. Completion targets for development by our software provider, Iron Data, is about 6 weeks behind originally scheduled target dates. A greater number of issues found during acceptance testing also delays our ability to be ready by the end of our contract (6/30/2013). Risk Mitigation plans are being acted-on and schedule adjustments and further scope cuts are being reviewed to be confirmed in the coming week. 2/28/2013 - Mark Weerda - Progress continues to be made, but completion of a several activities is between 1 to 3 weeks behind schedule. The project team and our vendor continue to escalate issues and are streamlining our communications and meetings. 1/14/2013 - Mark Weerda - Re-prioritization of custom needs has been completed to allow schedule to be adapted to fewer months available for custom function development. Moving forward with 29 of 58 custom functions (about 50% of original custom functions requested via contract) for delivery by June 2013. Our revised schedule calls for full "Go Live" in January 2014, while exploring several possible pilot group roll-outs in the second half of 2013. The team is evaluating how to use built-in functions to address as many business requirements as possible. Hired a second Business Analyst who will start 1/28/2013, replacing one of our recent team members who has left the project. 1/5/2013 - Mark Weerda - New Project Manager, Mark Weerda PMP, is hired and on-board as of 11/26/2012. Re-prioritization of custom needs is underway to allow schedule to be adapted to being 3 months behind on the start of custom development. 6/25/2012 - - Updated the project plan in GRADS which reflects how the project is laid out into Phase I, II and III; plan approved by USDE 5/2/2012 - - Waiting on decision from DOA to start Phase II, implementation.

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5.1	Conduct Detailed Design sessions and document detailed design requirements	In Progress	4/1/2012	5/31/2013		5/8/2013 - Jayson Chung - Some customization functionsneeding design work still require approval and development. Some standard function configuration still questionable based on defects found through testing 4/8/2013 - Mark Weerda - As of 4/5/2013, 90% of customized functions needing design work are complete, approved and either in development or about to begin being developed. And the remaining 10% of customized functions needing design work are nearing final approval and expected to be approved no later than 4/19/2013. 2/28/2013 - Mark Weerda - Design work of Custom Functions for June 2013 Deadline is about 2 weeks behind schedule with 32% of design work scheduled for completion in February 2013 now targeted for completion by 3/8/2013. 2/13/2013 - Mark Weerda - Design work for Custom Functions for June 2013 Deadline have 77% of design work complete or to be approved by mid-February 2013. 1/14/2013 - Mark Weerda - Design activities now will focus on the 29 custom functions set as high priority for delivery in June 2013. We expect design to still continue through February 2013. 1/5/2013 - Mark Weerda - Planned on-site vendor design sessions are complete as of December 2012. As for design documentation: 23 of 23 standard function configuration designs are approved, 5 of 58 custom functions are ready for development in January 2013. Further review and revision of vendor-provided designs for remaining 53 custom functions is in-process and continues through February 2013. 10/30/2012 - Cindi Sin-Morner - Vendor onsite in Madison the weeks of October 15 and 22 to work with ELO project team to confirm and document detailed requirements. The next step is to finalize the project plan for implemenation effort with vendor and continue discussions around system interfaces and license data structure. 9/5/2012 - Cindi Sin-Morner - This work was temporarily halted as we focused on getting procurement through. Much of the work was pending the procurement outcome; now that we have approval, we can move quickly on finalizing the design discussions. Also, we had some of the project resources like our subject matter expert pulled back in the business area to process educator licenses as a result of the high license application volume. 6/25/2012 - - Project team have been working on dcoumenting detailed requirements including business rules, data elements and some interface requirements with other state agencies.

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5.2	Develop a front-end web module that allows Educators to apply for license	In Progress	2/1/2013	5/31/2013		5/8/2013 - Jayson Chung - Efforts continue to simplify design and speed up development 4/8/2013 - Mark Weerda - Original documents for design of web front-end are now 6 weeks behind schedule. So, a review of the design is being held hoping to simplify the web front-end and speed development. 2/28/2013 - Mark Weerda - Design documents for web front-end for applicants are 1 week behind schedule and expected to be complete by 3/8/2013. 2/13/2013 - Mark Weerda - Design documents being drafted for web front-end for applicants and expected approved and final by end of Feb. 2013
5.3	Develop a front-end web module that serves school districts (LEA) and institutions of higher education (IHE)	In Progress	2/1/2013	5/31/2013		5/8/2013 - Jayson Chung - Customization functions are not yet completed so testing not fully underway 4/8/2013 - Mark Weerda - Most of the customized functions needed for this work are expected to be completed by 4/11/2013. Other functions are being reviewed to look for simplifications to be implemented in the last parts of the design. 2/28/2013 - Mark Weerda - Design documents not yet approved; approval expected 3/8/2013 which is 2 weeks behind schedule. 2/13/2013 - Mark Weerda - Design documents complete and to be approved by Feb. 15, 2013.

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5.4	Develop a back-end web module that allows DPI staff to process license applications	In Progress	1/2/2013	5/31/2013		5/8/2013 - Jayson Chung - Still at least 6 weeks behind schedule; close monitoringof and frequent communication with vendor continues. 4/8/2013 - Mark Weerda - All custom functions not originally cut from scope for back-end web module are approved and either in development or expected to be completed by 5/31/2013 which is 6 weeks behind original schedule agreed to by software vender. Close monitoring and frequent communication continue with software vendor to keep focus on the need to meet this most recent scheduled milestone. 2/28/2013 - Mark Weerda - Custom Functions for June 2013 Deadline have 20% of development completed as expected by 2/15. Development work expected to start in February is 3 weeks behind schedule (only 4% was able to be started). So 46% of all custom development will need to start in March 2013. The project team is evaluating the best way to reduce the delay's negative impact on testing and training. We expect the remaining development activities to move into April 2013. 2/13/2013 - Mark Weerda - Custom Functions for June 2013 deadline have 20% of development expected complete by 2/15 (about a 1 week late). Most of base configuration delivered to DPI, but some key parts are missing or tied to customized functions not yet deliverer to us. [Risk: Standard Configuration Not Completed by Iron Data, as of 2/7] 1/5/2013 - Mark Weerda - Base configuration and test environment setup started and initial review and testing of this functionality begins in January 2013.

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5.5	Develop all interfaces that work with front-end and back-end modules	In Progress	1/2/2013	5/31/2013		5/8/2013 - Jayson Chung - Comment from 4/8/2013 still valid 4/8/2013 - Mark Weerda - All interface design is complete and either in development or scheduled to have development complete by 5/31/2013 for final testing. 2/28/2013 - Mark Weerda - The project team and other teams continue to work through technical issues and meeting to finalize decisions. (See prior status update for list of topics being addressed.) 2/13/2013 - Mark Weerda - 5.5 Interface design and development has started, but several technical decisions are being reviewed and details defined: [a] Email Server (Changed from contract), [b] SSRS Reporting (Changed from contract); [c] WAMS Registration (decision pending on implementation details to meet contract), [d] ePayment (paperwork pending for setup of accounts and test environment), [e] DOJ access to systems from ELO for Background check. (Web Service and Security Certificate not yet made available). 1/5/2013 - Mark Weerda - Work on background check interface to start after approval of a Project Change Request to adapt to DOJ requirements change. Work started on two other back-end interfaces.
5.6	Develop training documentation and conduct training sessions	Not Started	1/7/2013	6/28/2013		5/8/2013 - Jayson Chung - delays in development of training documentation and actual training due to front and back end web modules not complete. Interim focus is on inclusion of user friendly guidance within front end web module 4/8/2013 - Mark Weerda - Our team member who will focus on training material planning, preparation and delivery will join the ELO team on 4/11/2013. Training preparation will begin soon after. Training dates are being delayed due to delays in development of custom functions. Also, training will rely heavily on a self-paced training approach and materials. 2/28/2013 - Mark Weerda - Recruiting continues to hire a person to focus on training material planning, preparation, and delivery. We are in our second round of recruitment to fill this role. It is critical that we fill this role in March 2013 to allow needed planning and preparation time for the May 2013 delivery of training to the licensing team.

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5.7	Test all modules, interfaces and data migration	In Progress	1/7/2013	6/28/2013		5/8/2013 - Jayson Chung - Testing continues with high numbers of defects identified and standard functionalities missing. Work continues with vendor to identify and rectify these problems. 4/8/2013 - Mark Weerda - Testing continues and has found a higher than expected number of missing base configuration functions. Twice-weekly meetings continue to address these system shortfalls, and a full-time dedicated staff member at our software vendor has been assigned to expedite solutions. 2/28/2013 - Mark Weerda - Testing has started, but has been held-up by delays in getting fixes and completed custom functions loaded into our test environment by our vendor Iron Data. Testing was held-up for 2 weeks. 2/13/2013 - Mark Weerda - Two project team members are reviewing and prioritizing about 240 standard configuration functions to test.
5.8	Communications and support-building with stakeholders of ELO that includes school district, teachers, administrators, and IHEs	In Progress	4/1/2012	6/30/2013		5/8/2013 - Jayson Chung - Schedule for and design of additional communications and and roll-out prior to Go-Live date of January 1, 2014 under discussion 2/28/2013 - Mark Weerda - We have communicated our January 2014 public "Go Live" date to stakeholders. 1/5/2013 - Mark Weerda - Communications activities are in an idle mode as development and testing activities ramp-up. Training will take focus over communications activities until we approach go live. 9/5/2012 - Cindi Sin-Morner - With procurement approval, we are working on ramping up our communications activities. We held an online focus group sessions in July to let our focus group members know what was going on with procurement. We anticipate doing an online session every other month throughout implementation with the focus groups. 6/25/2012 - - The project team has conducted one online discussion so far in Phase II with each of the focus groups - educator focus group, school district focus group and IHE focus group. We have created a listserv made up of all focus group members that receives a monthly project update.

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5.9	Prepare and migrate data from current system to new system	In Progress	10/1/2012	6/28/2013		5/8/2013 - Jayson Chung - Data samples continue to be provided to vendor. Final data clean-up issues have been identified. 4/8/2013 - Mark Weerda - An initial sample of data has been migrated by our vendor; this initial sample is being reviewed by members of the ELO project team. Migration rules and scripts will be adjusted as issues are found. Some need data clean-up has been discovered in our existing licensing data before it can be correctly migrated. 2/28/2013 - Mark Weerda - 5.9 – Final draft of status and license migration rules will be to the vendor by 3/4/2013. We have added a part-time LTE analyst to focus on data migration research, data analysis and clean-up. 2/13/2013 - Mark Weerda - Migration data review and planning continue. 1/5/2013 - Mark Weerda - First sample of data for vendor migration development ready as of 1/4/2013. 10/30/2012 - Cindi Sin-Morner - ELO project team working on preparing the data for migration - made decisions on what gets migrated, made decisions on what information will be cleaned-up, in the process of cleaning up the data; also provided Iron Data with existing table structure information so they can start their analysis
6	**TEPDL (Teacher Education, Professional Development and Licensing) Educator Licensing Online (ELO) Project Phase III - Migrate ELO data into State Longitudinal Data Warehouse (LDS)**	Not Started	10/1/2012	6/30/2013		
6.1	Assemble LDS resources	Not Started	10/1/2012	6/30/2013		
6.2	Map the ELO data structure to LDS data structure	Not Started	11/1/2012	6/30/2013		
6.3	Migrate the data from ELO to LDS	Not Started	3/1/2013	6/30/2013		
6.4	Test ELO data in LDS	Not Started	3/15/2013	6/30/2013		
6.5	Create LDS dashboard for school districts, DPI and IHEs to view ELO data	Not Started	2/1/2013	6/30/2013		

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7	**Early Childhood Data**	Operational	5/1/2011	5/3/2013		5/3/2013 - June Fox - June Fox - 5/3/2013 - All work has been completed and deliverables approved per the Project Charter. 10/24/2012 - June Fox - The project team is currently studying and making recommendations on data governance, potential system architecture, sustainability and stakeholder engagement. The Identifying Capacity workgroup is also re-convening to specify the initial data elements to be included in the build of the EC LDS. 9/5/2012 - June Fox - The two work groups, identifying Capacity and Unique identifiers have completed their work and made their recommendations. The new Data Governance work group has started and their work is in process through September. 4/25/2012 - - The report of the WI Data Roundtable is complete. This is a summary of the learnings from the day and recommendations for next steps from our national experts. The Results of the Data Survey are complete and have been entered into the WI Data Survey Summary spreadsheet. This spreadsheet and the results of the Data Roundtable will be used for analysis as the project team moves into the next steps (9.2 and 9.3) listed below. Two work groups have formed, with more to follow on various topics to move the project team through the next steps. The first two work groups currently in process are Identifying Capacity and Unique Identifiers. The first drafts of the recommendations from these two work groups are due at the ECAC June 19th meeting. 3/6/2012 - - A successful Data Roundtable was held on February 22, 2012. This is a key milestone for the project and served as a requirements gathering session and communication vehicle for the project's extended group of key stakeholders. National experts assisted the EC LDS project team members with facilitation of the day and will prepare a summary report for the use of the team and stakeholders. The results of the Data Roundtable will be used, along with the results of the Data Survey currently being circulated to move the project into the next steps (9.2 and 9.3) listed below. 11/2/2011 - - Under the auspices of the Governor's Advisory Council on Early Childhood Education and Care this project gained momentum in September and October. A data analyst was added to the team in September funded by this grant. A project lead, funded by the Governor's Council, was brought on board in August and a steering committee with members from the Department of Child and Families, the Department of Health Services, the Department of Public Instruction plus other community organizations

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						is operational. A project charter was signed by the Secretary of Wisconsin Department of Children and Families, the Secretary of Wisconsin Department of Health Services and the State Superintendent for the Wisconsin Department of Public Instruction on September 20, 2011. 8/31/2011 - - A part-time project lead was hired in August as planned, however efforts to fill the analyst position failed and this essential role remains open. Efforts are underway to bring the new person up to speed and finalize the project charter for the first phase on this project. The contract postion (data analyst) has been reposted. 7/6/2011 - - Two people will begin work in August 1) project leader/EC expert (half time) and 2) a data wareshouse business systems analyst. These pair will work under the daily guidance of DPI but perform the work identified by the Governor's State Advisory Council. Devlopement of the project charter is underway and will define the firts objectives and deleverables of this project. Funding for the part-time project lead will come from the Governor's Council. Funding for the contract analysis will come from this grant. 5/4/2011 - - DPI is working in collaboration with the Wisconsin Department of Children and Families (DCF) and members of the Governor's State Advisory Council on Early Childhood Education and Care to organize this project and hire a business analyst capable of performing this work. The position will be funded initially with a grant from the Governor's Advisory Council thus maintaining LDS funding for future needs.

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7.1	Identify early childhood programs with the following information: data elements collected, method of collection, availability of the data collected, data standards used, and the capacity available for data sharing	Operational	7/1/2011	4/30/2012		6/12/2012 - - Annual Report (7/1/11 through 6/30/2012) A data analyst was added to the team in September and work was begun to catalog computer systems that may be beneficial as input into the state education data warehouse. Work was completed to define guiding policy questions and flush out system requirments. Working closely with the Governor's Council on Early Childhood the EC LDS team also sponsored a data roundtable in February to engage stakeholders and further define system requirements. This session was facilitated by NCES technical support personal and involved over 75 EC stakeholders from Wisconsin. The Data Roundtable enabled the team to finalize the analysis and research questions that will be used to guide future efforts. The Current Data Landscape document was completed in November and has been vetted with various program and data experts, as well as ECAC members. This document shows all the programs, funding sources and related systems within DPI, DHS and DCF. The Data Survey to be used in interviewing data experts in the DHS, DCF and DPI agencies was developed, circulated and completed. The survey results show all the data elements collected, method of collection, availability of the data collected, data standards used, the capacity available for data sharing and data gaps within the cross-agency data systems. The compilation of the results into the WI Data Survey Summary spreadsheet is complete. The WI Data Survey Summary spreadsheet will be used by the team for analysis as the availaibility of the data can be laid "side by side" and decisions can be made regarding data sharing. 4/25/2012 - - The results of the Data Survey are complete. The survey results show all the data elements collected, method of collection, availability of the data collected, data standards used, the capacity available for data sharing and data gaps within the cross-agency data systems. The compilation of the results into the WI Data Survey Summary spreadsheet is complete. The WI Data Survey Summary spreadsheet will be used by the team for analysis as the availaibility of the data can be laid "side by side" and decisions can be made regarding data sharing. 3/6/2012 - - A successful Data Roundtable was held on February 22, 2012. This day–long gathering of key stakeholders (73 attendees) from the three state agencies (DPI, DHS and DCF) and from the Wisconsin Early Childhood community will enable the team to finalize the analysis and research questions that will be used to guide future efforts. The Current

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						Data Landscape document is complete and has been vetted with various program and data experts, as well as ECAC members. This document shows all the programs, funding sources and related systems within DPI, DHS and DCF. The Data Survey to be used in interviewing data experts in the DHS, DCF and DPI agencies is being circulated and completed. As the team summarizes the results of the survey, the team will be evaluating data elements, data gaps, and potential for data sharing with the cross department data systems. 1/4/2012 - - Work is underway to define guiding policy questions and flush out system requirments. Working closely with the Governor's Council on Early Childhood the EC LDS team is also sponsoring a data roundtable in February to engage stakeholders and further define system requirements. This session will be facilitated by NCES technical support personal and is planned to involve over 75 EC stakeholders from Wisconsin. 11/2/2011 - - A data analyst was added to the team in September and work has begun to catalog computer systems that may be beneficial as input into the state education data warehouse. Once available, possible projects will be prioritized for work in 2012. 2/16/2011 - - Efforts to hire an analyst early have not been successful. No further work has been done on this deliverable.

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7.2	Build consensus around common data elements, other data elements needed, and common data standards between DPI and early childhood education partners	Operational	4/2/2012	12/31/2012		1/4/2013 - June Fox - The project team has completed a study and has made recommendations on potential system architecture, sustainability and stakeholder engagement. The Identifying Capacity workgroup will re-convene as part of the Race To The Top Grant Funding to specify the initial data elements to be included in the build of the EC LDS. 10/24/2012 - June Fox - The Data Governance workgroup has made substantial progress in developing a specific MOU for the Proof of Concept and in the development of the Universal MOU to be used for the overall EC LDS. The Data Governance workgroup will continue their work through June, 2013 in recommending a structure for Data Governance, as well as finalizing the MOUs. The Data Governance Workgroup members attended a workshop on the topic in August in Salt Lake City, Utah, sponsored by the State Support Team - VERY beneficial! The project team is also currently studying and making recommendations on potential system architecture, sustainability and stakeholder engagement. The Identifying Capacity workgroup is also re-convening to specify the initial data elements to be included in the build of the EC LDS. 9/5/2012 - June Fox - The two work groups, Identifying Capacity and Unique Identifiers, completed their work and submitted their recommendations. The Recommendations were well-received by upper management and the ECAC. The new work group on Data Governance has started their work. The Data Governance work group will continue to meet through September and will produce some general recommendations on Data Governance and will produce a MOU specifically for the EC LDS Proof of Concept project to be conducted in early 2013. 6/12/2012 - - Two work groups continue their work: Identifying Capacity and Unique identifiers. The Identifying Capacity work group has prioritzed the questions an EC LDS should answer, looked for the data elements which will answer those questions and selected "low-hanging fruit" (what should we answer first, second, etc. based on importance and available data). The Unique Identifiers work group has studied the different options available for the Unique Child Identifier, the Unique Educator/Provider Identifier and the Unique Program Site identifier and will make a recommendation. First draft recommendations for both work groups are due at the June 19th ECAC meeting and both work groups are on target to meet the deadline. 6/12/2012 - - Annual Report (7/1/11 through 6/30/2012)

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						Two work groups have been formed and are in process through the end of June, 2012: Identifying Capacity and Unique identifiers. The Identifying Capacity work group has prioritzed the questions an EC LDS should answer, looked for the data elements which will answer those questions and selected "low-hanging fruit" (what should we answer first, second, etc. based on importance and available data). The Unique Identifiers work group has studied the different options available for the Unique Child Identifier, the Unique EC Workforce Identifier and the Unique Program Site Identifier and will make a recommendation. First draft recommendations for both work groups are due at the June 19th ECAC meeting and both work groups are on target to meet the deadline. 4/25/2012 - - Two work groups have been formed and are in process: Identifying Capacity and Unique identifiers. The Identifying Capacity work group will prioritze the questions an EC LDS should answer, look for the data elements which will answer those questions and select "low-hanging fruit" (what should we answer first, second, etc. based on importance and available data). The Unique Identifiers work group will study the different options available for the Unique Child Identifier, the Unique Educator/Provider Identifier and the Unique Program Site identifier and make a recommendation. First draft recommendations for both work groups are due at the June 19th ECAC meeting.
7.3	Create a work plan to indicate how, what, and when the identified data elements can be added to the LDS on a per program schedule	Operational	11/1/2012	5/3/2013		5/3/2013 - June Fox - June Fox - 5/3/2013 - Work Plan (Scope of Work) has been created and approved internally by the WI RTTT - ELC Leadership Team. The SOW has been sent to the RTTT - ELC Federal Project Officers for approval. RTTT - ELC funds are now available to begin execution of the build of the EC LDS. 2/28/2013 - June Fox - Working on the Scope of Work for the RTTT - ELC grant. This is due to the Federal Project Officers by March 29th. Funding of $50,000 out of LDS 3 grant is expected to be used through May of 2013, as noted in "Other Funding" area of RTTT ELC Round 2 Application Budget. 1/4/2013 - June Fox - Wisconsin has received the Race To The Top - Early Learning Challenge round 2 grant funding. This will enable us to wrap up the planning phase (LDS 3 grant) before the end of May and begin our build (RTTT grant) during 2013. The Project Plan is being developed for the design, build, test and implementation of the WI EC LDS.